

Draft MINUTES
WEST HARTFORD LIBRARY BOARD MEETING
Board Room, Noah Webster Library – January 12, 2015

1) CALL TO ORDER

President Kelly Clark called the Library Board Meeting to order at 7:13 p.m. Present were Board Members Linda Dunakin, Patty Farrah, Maureen McClay and Jill Spear, Library Director Pat Holloway, and Janet Valencis, recorder. Karen Kosovsky from the Friends of the Library was present from the public.

2) PRESIDENT'S REPORT – The Director search has 14 candidates that meet the minimum requirements for the position. They have opened up the search again.

3) PUBLIC COMMENT

Karen Kosovsky from the Friends of the West Hartford Public Library reported that the Herb Hoffman author will be Amy Bloom.

4) APPROVAL OF THE CONSENT AGENDA (Items 5, and 7a, b, c.)

MOTION: On a motion by Linda Dunakin and seconded by Maureen McClay, the Board unanimously approved the Consent Agenda.

5) THE MEETING MINUTES of November 24, 2014 were approved as part of the Consent Agenda.

6) ACTION ITEMS

- a) Approve capital expenses from the Noah Webster and Bishops Corner projects.

Bishops Corner Building Fund Request

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| i. 2015-08F: New Children's Computer Chairs, Stack End Signs | \$2,722.20 |
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Noah Webster Building Fund Requests

- | | |
|---|------------|
| ii. 2015-09F: Signage for Noah Webster Library | \$2,055.85 |
| iii. 2015-10F: Computer Lab Chairs | \$2,947.20 |
| iv. 2015-11F: Wall Covering for In Between Room | \$1,200.00 |

MOTION: On a motion by Linda Dunakin and seconded by Patty Farrah the Board unanimously approved the capital expenditures as outlined.

- b) Discussion of FY 16 Library Budget – The town manager directive is for a flat budget. The library has several wishes that will be explored. The draft of the budget will be created by the end of January. After Library Board approval the draft will be presented to the Town Manager in mid-February followed by a presentation to the Human Services Committee.

7) DIRECTOR'S REPORT

- a) Library Administrative Reports for November and December 2014 were approved as part of the Consent Agenda.
- b) The Budget report for November and December 2014 were approved as part of the Consent Agenda.
- c) The Monthly Statistics for November 2014 was approved as part of the Consent Agenda.

8) OLD BUSINESS

- a) Library Sign – no report
- b) Security Audit by Police. Pat will request building modifications that were recommended by the Police. The board suggested the library do a self-audit using the police audit form.

9) NEW BUSINESS

- a) The February meeting will be moved from Feb 23rd to Feb 11th to accommodate the need for a vote on the budget. The Library Foundation will be notified of the change.

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b) Election of Officers for 2015

MOTION: On a motion by Maureen McClay and seconded by Linda Dunakin, the Board elected Kelly Clark as the Board chair for 2015.

MOTION: On a motion by Maureen McClay, and seconded by Patty Farrah, the Board elected Jill Spear as the Board vice chair for 2015.

MOTION: On a motion by Maureen McClay and seconded by Jill Spear, the Board elected Linda Dunakin as Board secretary for 2015.

10) ADJOURNMENT

The Library Board Meeting was unanimously adjourned at 8:05 pm. The next scheduled Board Meeting is February 11, 2015.

Respectfully submitted,

Linda Dunakin, Board Secretary